

# *Are you a provider*

*caring for children receiving child care  
assistance through the Department of  
Workforce Services (DWS)?*



**Beginning September 2015,** DWS customers will no longer receive child care payments on their EBT (Utah Horizon Card) or on a two-party check for payments.

In order to receive direct deposit payments, you must log into the DWS Child Care Provider Portal and enter your financial account information. Checking and savings accounts are accepted, as well as other types of financial accounts which include a routing number and account number.

Providers who do not have DWS Provider Portal access, must email the Office of Child Care at **occ@utah.gov** to be assigned a temporary password.

*See the reverse side for more information.*



**jobs.utah.gov/occ**

Department of Workforce Services



## RESOURCES FOR CHILD CARE PROVIDERS

**DWS PROVIDER PORTAL**—Access via [jobs.utah.gov/childcare](https://jobs.utah.gov/childcare). Providers can:

- View cases approved for subsidy payments
- Enter financial account information
- View payment history
- Report children no longer in care

**DWS OFFICE OF CHILD CARE ASSISTANCE LINE**—Helps providers with:

- Support for new providers
- Assistance with DWS Child Care Provider Portal questions
- Assistance with case status issues

Email: [occ@utah.gov](mailto:occ@utah.gov)

Phone: (866) 435-7414 select option 5, then option 1

Website: [jobs.utah.gov/occ](https://jobs.utah.gov/occ)

**CARE ABOUT CHILD CARE AGENCIES**—Providers may:

- Report changes in payment rates
- View professional development training calendar
- Register and submit indicators of quality child care to advertise their facility

Email: [ccpdi@usu.edu](mailto:ccpdi@usu.edu)

Phone: 885-531-2468

Website: [careaboutchildcare.utah.gov](https://careaboutchildcare.utah.gov)

**CHILD CARE LICENSING**—Providers can:

- Obtain or renew a license
- Report changes, such as a new email account or phone number

Child Care Licensing Portal website: [ccl.utah.gov](https://ccl.utah.gov)

Licensing requirements website: [health.utah.gov/licensing](https://health.utah.gov/licensing)

**NOTE:** Please do not confuse the Child Care Licensing Portal with the DWS Provider Portal.

DWS 01-60-0815

### *Equal Opportunity Employer/Program*

Auxiliary aids and services are available upon request to individuals with disabilities by calling (801) 526-9240. Individuals with speech and/or hearing impairments may call the Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.